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Small Business Program Team

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A Word from the Small Business Program Manager



Dennis Roybal

Hello,

It is my pleasure to introduce the new look of our quarterly newsletter. This publication is intended to inform the small business community of issues occurring at the Laboratory with regard to its Small Business Program.

In this publication you will get the opportunity to review a memo sent to Laboratory employees describing the importance of procuring commodities and services from small business and the local community. We will tell you how the northern New Mexico from the Director's Office company "Delancey Street" successfully moved 200 Laboratory Supply Chain Management Division employees on time and within budget. You will find out how the Laboratory's Procurement Organization and Small Business Program Team are now located in the Los Alamos downtown area.

In addition, you will have an opportunity to learn more about the Laboratory's Buyer Recognition Program, which honors those buyers who make significant efforts to procure from small and other socioeconomic businesses.

Lastly, we have written a success story highlighting the positive results a small northern New Mexico company has gained through the participation in a mentor/protégé relationship with one of the Laboratory's major subcontractors.

I hope you enjoy this publication. If you have any questions or comments, please e-mail them to business@lanl.gov or call (505) 667-4419.

Sincerely,

Dennis Roybal
Small Business
Program Manager



Procurement Organization Relocates to Downtown LA

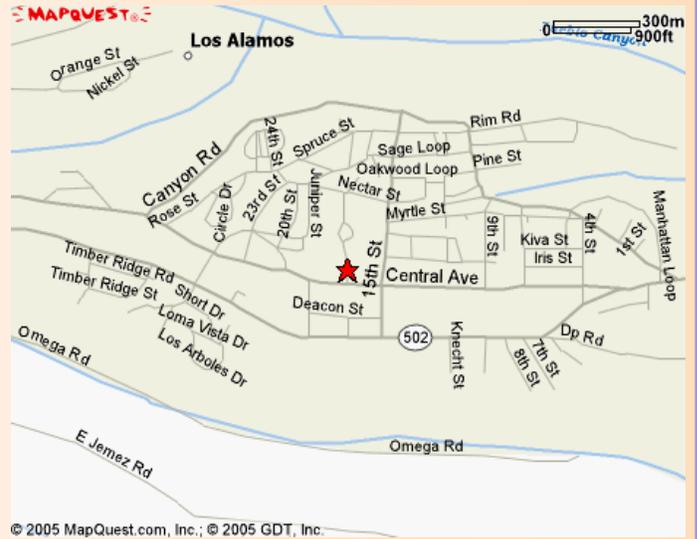
If you have dropped by to visit a buyer you've been working with and found his/her desk to be vacated, don't worry. The buyer hasn't packed and left town. Instead, all Laboratory buyers are now located in downtown Los Alamos under one roof.

That's right, all Procurement personnel, the Supply Chain Management Division Office, and the Small Business Program Team are located at the Netuschil Building at Central Park Square.

How does the move affect you as a supplier or requester? Access.

The effect is you will have to schedule an appointment to meet with your buyer, so he/she can escort you into the building. The Netuschil Building is only accessible to the residents inside the building.

Meanwhile, the former vendors lobby located in the Otowi Building will no longer be available. As to whether a vendors lobby will be available in the future is still undetermined; however, the Small Business Program Team will keep you updated of any changes.



Employees of the Delancey Street Moving Company unload property belonging to the Laboratory's procurement organization. Laboratory move coordinators claim the company was instrumental in moving 200 employees in a safe and timely manner. (Photo by Dave Barsness)

Northern New Mexico Business on the Move, Literally!

On time and within budget, the non-profit agency "Delancey Street" has successfully moved the Laboratory's Procurement Organization to downtown Los Alamos. The northern New Mexico moving company was hired through the Laboratory's On-site Support Services Contractor KSL to move 200 procurement personnel from Jemez Road & Casa Grande Drive (the Otowi

Building) to Central Park Square (the Netuschil Building). The coordinators of the move claim it was the efficient and professional services of "Delancey Street" that made the move smooth sailing.

"Moving 200 people takes a lot of coordination and preparation," said Janet Frensdorf, move coordinator for the Supply Chain Management Division. "However, thanks to the courteous and proficient

services provided by Delancey Street, we were able to complete the move in a timely and safe manner, with no damage to the furniture or harm to the people."

According to Frensdorf, the move was originally tasked for KSL; however, due to given time constraints, KSL decided to subcontract the work to Delancey Street. KSL Construction Supervisor Dana Parrett claims the decision was a decision well made.

"If we have another large move to conduct here at the Laboratory, I would recommend using Delancey Street again," said Parrett. "We were

very pleased with the work they did and the efficient processes they used to get the job done right."

Delancey Street is a non-profit organization located in Alcalde, New Mexico. The organization is designed to help men and women overcome substance abuse problems. The revenue generated by Delancey Street's various business services (including catering and handcrafted southwestern style furniture) is used to enhance the rehabilitation program. "Our mission here at Delancey Street is to **See Move on Page 4**

Move

Continued from Page 3

provide our residents with the education and job skills necessary to rebuild their lives and become a valuable contributor to society,” said Shawn Pack, office manager for Delancey Street Moving Company. “I am glad that KSL and Los Alamos National Laboratory were pleased with our moving services



and we would be more than happy to provide them those same services in the future.”

To learn more about Delancey Street, visit their website at <http://www.eisenhowerfoundation.org/grassroots/delancey/>.



Procurement Personnel Receive Recognition for Working with Small Business

It’s a busy time for procurement personnel at the Laboratory, but that doesn’t stop them from putting forth the effort to involve small business in their procurement needs. Recently, the Laboratory’s Small Business Program recognized 35 procurement personnel for their hard work in doing business with small and other socio-economic businesses.

“It made me feel good to receive this award, because we as buyers really do try to incorporate small business in our procurements,” said Barbara Martinez, Senior Contract Procurement Specialist.

“Sometimes it can be challenging to find small business resources that can meet our requirements, so getting recognized for our efforts really does make me happy,” said John Roybal, Senior Contract Procurement Specialist.

Each of the buyers received a letter and certificate that was distributed by their procurement managers in the Supply Chain Management Division (SUP) and signed by the Laboratory’s Associate Director for Administration Richard Marquez. The recognition was based on the number of dollars and transactions placed by each buyer in the following socioeconomic categories during the 2004 fiscal year (FY04):

- Small Business (SB)
- Small Disadvantaged Business (SDB)
- Woman-Owned Small Business (WOSB)
- Northern New Mexico (NNM)
- 8(a)
- HUBZone (HUB)
- Veteran-Owned Small Business (VOSB)



buyers that help us achieve those goals and we want all buyers to know that we appreciate their efforts in helping the institution meet its small business program mission.”

The Small Business Program Team would like to congratulate the following 35 procurement personnel recognized by their managers for awarding contracts to small businesses during FY04.

“Each year the Laboratory establishes small business goals with the Department of Energy and the National Nuclear Security Administration,” said Dennis Roybal, Small Business Program Manager. “It is the

Small Business	Small Disadvantaged Business	Woman-Owned Small Business
Alison Dragt	Paul Schwarz	Dolores Arreola
James Carrigan	Angelina Gonzales	Dianna Duerre
Mike Boule	Kathryn Smith	Edith Trujillo
Mark Backus	Barton Burson	Mark Padilla
Frank Targhetta	John Roybal	Susan Bryant
Beverly Martinez	William Hilbert	Jeff Kuxhausen
8(a) Small Business	HUBZone Small Business	Veteran-Owned Small Business
Elena Fuentes-Ortiz	Elena Fuentes-Ortiz	Florence Serna
Monica Ortiz	Angelina Gonzales	Dereck Willis
Regina Glownia	Barbara Lopez	Katherine Alano
Tony Ballard	Barbara Martinez	Mark Backus
Jesse Castanon	Jesse Castañon	Frank Targhetta
Jodie Drinkard	Melanie McDuffie	Darren Knox
Northern New Mexico Small Business		
Carla Martinez		
Leslie Martinez		
Andrea Martinez		
Barton Burson		
Cyndi Eden		
John Hernandez		

For more information regarding the 2004 fiscal year Buyer Awards program, please contact the Small Business Program Team at (505) 667-4419.

Mentor/Protégé Relationship Results in Success for a Northern New Mexico Small Business



Ricardo Martinez,
president of TDI

What happens when you have a motivated, very determined small business who teams up with a large Laboratory subcontractor? You get a win-win situation for all parties involved, including the Los Alamos National Laboratory who procures the products and services provided by these businesses.

KSL (a joint venture that includes Kellogg Brown & Root Services, Inc., and partners Shaw Infrastructure, Inc., and Los Alamos Technical Associates, Inc.), the Laboratory's site support services contractor, is currently mentoring Technical Design Inc. (TDI), a small northern New Mexico firm. The mentor/protégé relationship is a result of the formal mentor/protégé agreement established with Kellogg Brown & Root Services, Inc., (KBR) in December 2002.



"We became involved with TDI after our managing partner, KBRSI, entered into a formal mentor/protégé relationship with the small firm," said Ken

Hudson, economic development director and chief of staff for KSL. "The relationship has proven to be beneficial because we help them improve their processes and in return they provide us and the Laboratory quality services."

TDI is a small 8(a), HUBZone, and Veteran-Owned Business with offices in Los Alamos, Santa Fe, Albuquerque, and Washington, D.C. The company specializes in information technology, architectural and engineering services, facilities maintenance and operations, environmental technology, and construction and materials testing. TDI is currently supporting KSL by providing information technology support and facilities maintenance and operations services.

"The mentoring we've received through KSL and KBRSI has been extremely rewarding for both our technical capabilities and business processes," said Ricardo Martinez, president of TDI. "The improvements we have implemented have not only increased our teaming efforts with KSL and KBR, but have enabled us to take leads on major contracts."

TDI has submitted a proposal on a ten-year

US Army public work support contract through a joint venture. The company was selected as a partner because of its work management and technology acumen that was gained through this mentor/protégé relationship and would ideally complement the other partners in the joint venture. The twist to this mentor/protégé relationship is that KBRSI would take the subcontracting/supporting role to the joint venture.

"Our mentor/protégé relationship has also enabled us to expand the scope of work we perform with KSL," said Martinez. "For example, our company's original scope of work was for the management of the information technology department and work management technical support; however, with the experience and knowledge we've gained through this relationship, KSL has now put our company as the lead of the proposed commercial maintenance technology and system implementation."

KSL claims the benefits of this mentor/protégé relationship are mutual. "If we can help a subcontractor improve its processes either technically or administratively, then we improve our own abilities to

better serve our customers," said Hudson. "For example, we support the Laboratory by managing the work control processes at a nuclear facility. With the mentor/protégé plan and the growth of the work management competencies of TDI this effort has resulted in a successful work control program that is evolving into a robust operations center."

Based on the success of this mentor/protégé relationship, the Los Alamos National Laboratory Small Business Program Team has nominated KSL and TDI to compete for the 2004 fiscal year Mentor/Protégé Team Award sponsored under the Department of Energy's Secretarial Small Business Awards. The award is to be presented during the 6th Annual DOE Small Business Conference to be held in Nashville, Tennessee, at the end of June.

If you would like to learn more about TDI go to their webpage <<http://www.tecdsn.com>>. More information on KSL can be found at <<http://www.kslonline.com>>.